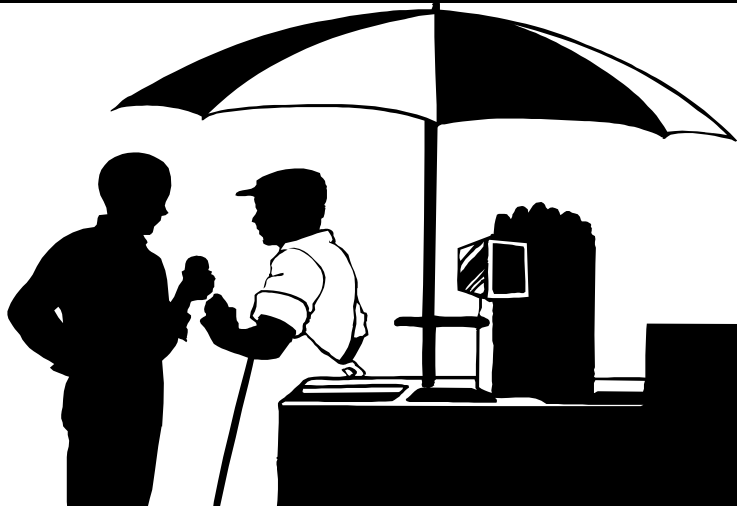


# Maricopa County Environmental Services Department



## Pushcarts



Office Inspection Hours  
Monday through Friday  
12:00pm to 5:00pm  
No appointment necessary



## Mobile Food Program

1645 E Roosevelt St  
Phoenix, AZ 85006  
(602) 506-6872  
(602) 372-0622 (TDD)

## Introduction

According to the Maricopa County Environmental Health Code, **PUSHCART** means and refers to a **non-self-propelled** vehicle designated to be **readily movable** which is limited to serving of non-potentially hazardous foods or commissary-wrapped potentially hazardous foods maintained at proper temperatures, or **limited to the assembling and serving of frankfurters**. Unpackaged non-potentially hazardous food items approved for sale from a pushcart shall be limited to popcorn, nuts, produce, pretzels, and similar bakery products, shaved ice, and snow cones.

The only open (unpackaged) potentially hazardous menu item that can be served from a pushcart are frankfurters. Unpackaged non-potentially hazardous foods are limited to popcorn, nuts, product, pretzels and similar bakery products, shaved ice, and snow cones. All other food products must be packaged. Each pushcart must be operated in full compliance with the Maricopa County Environmental Health Code and all other applicable regulations.

## Office Hours

**Location:** 1645 E. Roosevelt, Phoenix, under the awning at the west end of the Public Health building.

**Office Hours:** Monday to Friday from 9am to 5pm. Closed holidays.

**Inspection Hours: MONDAY-FRIDAY 12PM TO 5PM OR BY APPOINTMENT.**

## Permits

All pushcarts must be in full compliance before any permit is issued. New pushcarts, pushcarts that have not been permitted in the last three years, and pushcarts that have undergone modifications are required to go through the plan review process and pay any associated fees.

In order to renew or obtain a permit, each unit must have a passing inspection on file that has been completed within the last four months. To receive an inspection, the pushcart must be fully operational, with all water tanks filled and equipment functional. No electrical power or water supply is available at the inspection office. In addition, the following information is required:

- ◆ Properly completed permit application  
⇒ A plan review application is also required for plan submittals
- ◆ Vending route/location of operation
- ◆ Signed Commissary agreement
- ◆ Toilet Use agreement (if applicable)
- ◆ Permit fee
- ◆ Documentation indicating individual's lawful presence in the United States (n/a for renewals, Corporations, LLCs, or other similar organizations).

## General Operating Requirements for all Pushcarts

### Food Products:

- ◆ All food & beverages must be from an approved source, be safe, unadulterated, and honestly presented. **All homemade food products are prohibited (including condiments).**
- ◆ All packaged foods shall be labeled in accordance with FDA guidelines (product name, processor name, address/phone of processor, weight & ingredients must be in English). Records of food purchases, invoices, and receipts must be kept with the operation & be available for review during routine inspections for at least 90 days following the date of purchase.
- ◆ Ice that is consumed or contacts food directly shall be obtained only in chipped, crushed, or cubed form. Ice that is obtained from outdoor ice towers at the commissaries is not approved for use in beverages or for human consumption.
- ◆ All condiments must be dispensed from squeeze bottles, pump dispensers, individual packets or condiment containers with self-closing lids.
- ◆ Condiments must be purchased ready-to-eat (pre-cut) form or prepared at an approved commissary prior to being placed on the pushcart. Chopping, cutting, mixing, etc is not allowed on the pushcart.
- ◆ ***All potentially hazardous foods prepared or sold from a pushcart must be prepared on the same day of sale or service.*** Hold over of potentially hazardous food from a previous day's operation is prohibited.

### Set-up of cart:

- ◆ In general, one additional ice chest and one additional sales table are allowed for approved, pre-packaged foods. There is no limit to the number of ice chests used to sell canned/bottle beverages (soda, water).
- ◆ Pushcarts should be set up on surfaces that minimize food contamination (i.e. gravel, concrete, or other approved floor covering).
- ◆ Sanitary toilet facilities for use by employees must be readily available within 200 feet of all mobile food establishments that are operated at the same site for more than a one hour period.

### Signage/ Permit Stickers:

- ◆ The business name & vehicle number must be plainly indicated on two sides and the rear of the unit. Letters must be of contrasting colors and at least three inches high and a stroke width 3/8 inches wide.
- ◆ Permit stickers must be clearly visible on the cart/vehicle. In addition, the permit to operate must be maintained with the vehicle at all times. Photocopies are not allowed.

### Food Safety knowledge:

- ◆ Food service workers are required to obtain food service worker cards. Please call (602) 506-2960 for information on testing and locations. A Certified Food Manager card is required for the person who oversees all aspects of the food service on the Pushcart. The person in charge has 90 days to obtain the certification. Testing for this certification can not be obtained through Maricopa County.

## Plan Submittal

One complete set of plans must be submitted for each vehicle or trailer. The plans must be drawn to scale (e.g. 1/4" = 1 ft.) on 8½ X 11 inch white paper with dark ink only, blue prints, or other standard floor plans. The plans must show at least one schematic ***top view*** of the equipment layout, including location of food equipment, hand sink, food storage compartments, & water holding tank(s). The plans must also include at least one ***side view*** of plumbing installations, including the placement of the potable water holding tank and fill inlet, the wastewater holding tank and drain outlet, hot water heater, plumbing lines. A list of materials used in the construction of the plumbing system and spec sheets for all food equipment must also be included with the submission.

Write the business name and submittal date on each page of the plans. Also include the number of pages submitted (i.e. page 4 of 6).

Generally, the plan review process takes up to 10 business days to complete. For those individuals who require faster service, an expedited plan review can be done at an additional fee. Expedited plan review requires up to five (5) business days to complete.

Please contact the Mobile Food Program for the current fee schedule.

After your plans have been reviewed, a letter will be mailed. Upon receipt of this letter, you may proceed with construction, remodeling, or conversion. Please be sure to review the letter for any changes and modifications that may be needed to your unit before a permit can be issued.

When construction and/or any required upgrades/modifications have been made, bring the pushcart to the office for an inspection. The cart must be clean and all equipment operating. If the cart is in compliance with the Maricopa County Environmental Health Code, a permit will be issued.



## **Construction Requirements**

The following list is meant to help outline the various requirements of the Maricopa County Environmental Health Code for Pushcarts. Is it not all inclusive and other requirements may be applied depending on the menu and special needs of the pushcart.

### **General requirements:**

- ◆ The pushcart must be constructed of approved materials, be adequate in size, easily cleanable, and in good repair. Food contact surfaces shall be free of breaks, open seams, cracks, chips, inclusions, pits, sharp internal angles, corners, and crevices.
- ◆ Adequate food protection barriers must be provided for all food storage/preparation areas (i.e. overhead protection, umbrella, sneeze guards, shields, covers).
- ◆ All equipment must be commercial grade- approved by an ANSI (American National Standards Institute) accredited certification program, such as NSF.
- ◆ All supplemental cold storage compartments must be self-draining.
- ◆ A fully-enclosed dry storage compartment with a door is required.
- ◆ Utility sinks for washing/rinsing food or equipment are not permitted on a pushcart; fryers are not permitted on a pushcart.

### **Hand sink requirements:**

- ◆ Provide a permanently installed single-basin, rectangular hand wash sink that is at least 9” long, 9” wide, and 5” deep.
- ◆ The sink faucet shall be mixing or combination type.
- ◆ Provide hot and cold water under adequate pressure. The rate of flow must be at least one (1) gallon per minute.

### **Water/Wastewater tank requirements:**

- ◆ Provide a permanently mounted potable water tank(s) with a minimum capacity of 5 gallons for the purpose of hand washing only. This potable water system must be directly and fully recharged when filled from a water inlet.
- ◆ Provide a wastewater storage tank that is 15% greater than the combined capacity of the potable water tank (s).
- ◆ All connections for waste disposal shall be of different size or type than those used for supplying potable water to the pushcart. The waste connection shall be located lower than the water inlet connection to preclude contamination of the potable water system. In addition, wastewater outlet shall be greater than 1” unless otherwise approved by the Department.

### **Other plumbing requirements**

- ◆ The water heater shall be of adequate capacity and recovery rate to furnish a continuous supply of hot water whenever the vehicle is in operation. An instant water heater meeting all requirements may be approved.
- ◆ All materials used in the construction of the plumbing system must be drinking water approved, including water holding tank(s), pipes, pumps, etc.
- ◆ Provide a food grade water hose designated for drinking water use only. This hose is to be used only to fill the fresh water tank. Store the hose on the vehicle with ends fastened together when not in use.

## Plan Submittal Example

The plans and specifications for all Pushcarts shall include the following information:

- ◆ Proposed layout, mechanical schematics, construction materials, and finish schedules. The plans must include the following:
  - ◆ Location of the hand wash sink. Include the dimensions for the sink compartment.
  - ◆ Location of your fresh water and waste water tanks. Include dimensions/sizes of tanks.
  - ◆ Refrigeration and other cold holding equipment/compartments.
  - ◆ Dry goods and food storage areas

**Provide details in the plans such as the capacities, positioning, and placement of the potable water tank, wastewater tank, and hot water heater. In addition, the placement of the water inlets and outlets for the potable and wastewater tanks.**

### Menu:

- ◆ Hot dogs w/ condiments (onions, tomatoes, relish, ketchup, mustard, and canned beans)
- ◆ Soda, Bottled water
- ◆ Prepackaged Soda, Chips, Candy

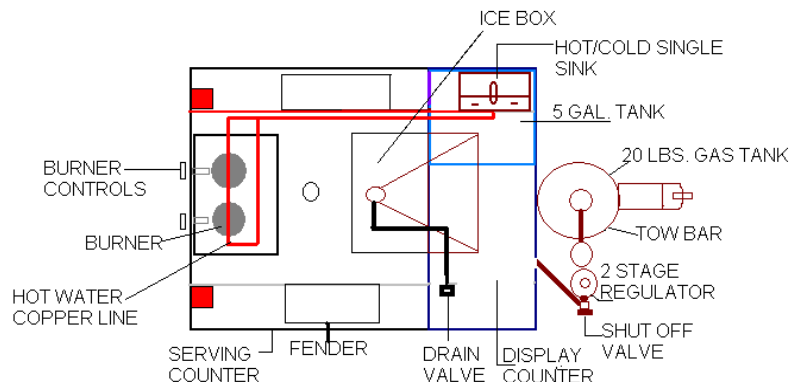
### Finish Schedule:

- ◆ D.O.T approved towable trailer
- ◆ Body size: W 40" x L 40" x H 56"
- ◆ Stainless steel cart with welded aluminum frame
- ◆ Single compartment hot & cold water sink with dimensions of W 9" x L 9" x H 5"
- ◆ 5 gallon potable water tank, 7 gallon waste water tank
- ◆ Three 1/3 pans 6" deep (NSF approved)
- ◆ Large ice box for sodas – insulated.
- ◆ One 20 lbs propane gas cylinder with O.P.D.
- ◆ Two burner stove with adjustable controls
- ◆ Two stage regulator with shut off valve



*Example Only*

MODEL 2000 VENDING CARTS INTERNATIONAL



Picture compliments of  
Vending Carts International

## Beverage Carts

Beverage carts are approved as pushcarts with limited menu items. In general, the following guidelines must be followed for beverage carts to operate in full compliance with the Maricopa County Environmental Health code:

- ◆ Blenders are prohibited for use on a pushcart. Machines for dispensing non-potentially hazardous beverages, such as granita machines, may be utilized, provided they are mounted to the pushcart (i.e. not set up on a separate stand/cart).
- ◆ Coffee brewing is allowed on pushcarts provided the brewer is stationed on the pushcart and water to brew coffee is obtained at an on-site commissary or from drinking water bottles. The coffee pots and other equipment will be washed, rinsed and sanitized at the commissary each day.
- ◆ A commercial refrigerator is required to be a component of the pushcart to store milk and other potentially hazardous foods/beverages.
- ◆ A separate fresh water tank and wastewater tank are required for all beverage carts where water is needed to prepare beverages. The wastewater tank must be 15% larger than the fresh water system.
- ◆ Beverage carts are limited to the main cart and one auxiliary table/compartiment for storage.
- ◆ Only single-service cups and utensils can be provided to customers.

## Kettle Corn Carts

Kettle corn operations are approved as pushcarts with limited menu items. In general, the following guidelines must be followed for beverage carts to operate in full compliance with the Maricopa County Environmental Health code:

- ◆ The Kettle Corn machine and hand wash station shall be integral components (i.e. they can both be mounted onto a trailer).

## Commissary

The commissary is a base of operations for all mobile food units, pushcarts, and food peddlers selling potentially hazardous foods (ice cream trucks exempt). Every pushcart is required to operate from an approved commissary and report to the commissary at least once during each operating day. All support and servicing activities must be carried out at the approved commissary. These activities include washing, rinsing, & sanitizing food equipment & utensils, wastewater disposal, cart washing, recharging the potable water tank, food storage, food preparation (i.e. dicing tomatoes, onions, etc.). **These servicing activities cannot be done at a private residence.** A written agreement from an approved commissary must be provided to this Department prior to permit approval. An updated list of approved commissaries, along with the commissary agreement, can be obtained from the Mobile Food Program. In addition, the operator is required to maintain a commissary visits log that will be reviewed during each routine inspection.